## APPEAL OF ACTIONS BY CITY OF RENOADMINISTRATIVE OR ENFORCEMENT OFFICIALS TO HEARING OFFICER/EXAMINER

(to be filed in Reno City Clerk's Office, 1 East First Street, Second Floor)

Re: Case/Citation No (Circle one: Sewer use fee, Business license, Code enforcement violation, or Title 18 administrative decision or interpretation)	
**	n an aggrieved person <sup>1</sup> or his/her sentative, the Mayor of the City of Reno, or a a right of appeal to a Hearing
II. In accordance with the Reno Municipal Code, §§ 18.06.208 and/or 1.05.525, I do hereby appeal the action of the administrative or enforcement official for the following reason(s): (attach additional pages, if necessary)	
III. I certify that the above reasons are based upon evidence presented to the administrative or enforcement official before his/her action was taken.	
A. If the appellant presents plans or materials not previously presented to the administrative or enforcement official, the Hearing Officer/Examiner may remand the matter to the administrative or enforcement official for additional hearings regarding the newly presented items.	
B Anyone, including the appellant, may address the Hearing Officer/Examiner by written communications. Materials should be submitted to the City Clerk's Office 5 working days prior to the Hearing Date. If material is untimely presented to the Hearing Officer/Examiner, the Hearing Officer/Examiner may continue the hearing to a later date.	
<b>IV.</b> I understand that the appeal fee is \$50 and that the appeal will not be processed until the appeal fee is paid.	
	By: Firm Name/Title: Address: Telephone: Date: Receipt:

An aggrieved person is one whose personal right or right of property is adversely substantially affected by the action of the administrative or enforcement official.